USER MANUAL

IPLink Exporter for Adobe Administration Tool

Version 1.3 - October 2014

IP.Link

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Table of Contents

TABLE OF CONTENTS III

1. INTRODUCTION 1

1.1. Product Description 1
1.2. Prerequisites 1

2. INSTALLATION 2

2.1. Installation on Windows OS Computer 2
2.2. Installation on Mac OS Computer 4

3. CONFIGURATION 5

3.1. Opening the IPLink Exporter Admin Tool 5
3.2. Setting the Preferences 5
3.3. Creating an Export Profile 7
3.4. Setting the Parameters for the Standard Metadata 8
3.5. Selecting an Xsquare Target 9
3.6. Adding Customized Metadata to the Export Profile 11
3.7. Setting the Parameters for the Customized Metadata 12
3.8. Setting the Destination for the Exported Sequence 12
3.9. Exporting a Profile 13
3.10. Other Possible Operations 13

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1. Introduction

1.1. Product Description

The IPLink Exporter Admin application is aimed to create an export profile which will be used by the IPLink Exporter for Adobe plugin to export the Premiere Pro sequence onto a nearline folder. Metadata could be associated with the sequence. The export profile is an xml file.

The Admin application communicates with Xsquare to get a list of targets (encoder/wrapper, destination folder,...) which can be used for the sequence export.

It also communicates with IPDirector to get a list of metadata profiles which can be associated with the exported sequence.

1.2. Prerequisites

Before using the IPLink Exporter Admin application,

- targets SOAP jobs must have been set from Xsquare
- metadata profiles must have been defined from IPDirector.

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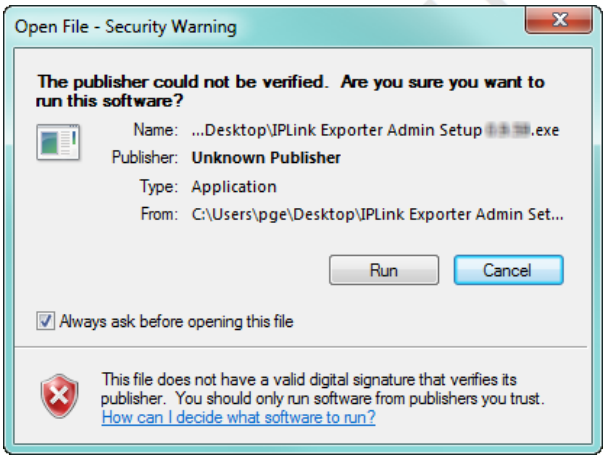
2. Installation

2.1. Installation on Windows OS Computer

To install the IPLink Exporter for Adobe Administration Tool on your Windows computer, proceed as follows:

1. Copy the **IPLinkExporter Admin Setup.exe** installation file locally.
2. Double-click the installation file or icon to launch the installation wizard:

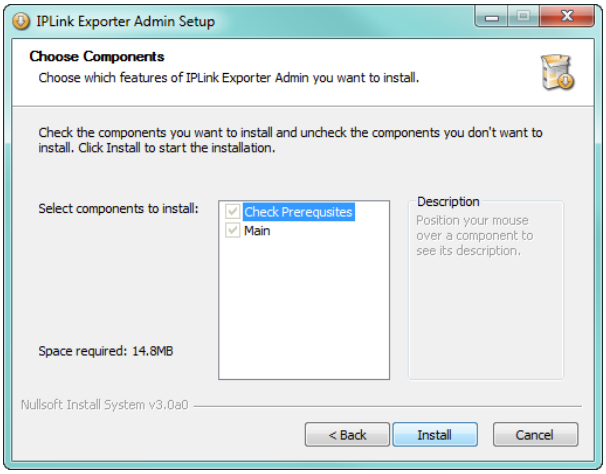
3. From the Security Warning window, click **Run** in order to run the installation executable:


Open File - Security Warning
The publisher could not be verified. Are you sure you want to run this software?
Name: ...Desktop\IPLink Exporter Admin Setup .exe
Publisher: Unknown Publisher
Type: Application
From: C:\Users\pge\Desktop\IPLink Exporter Admin Set...
Run
Cancel
Always ask before opening this file
This file does not have a valid digital signature that verifies its publisher. You should only run software from publishers you trust.
How can I decide what software to run?

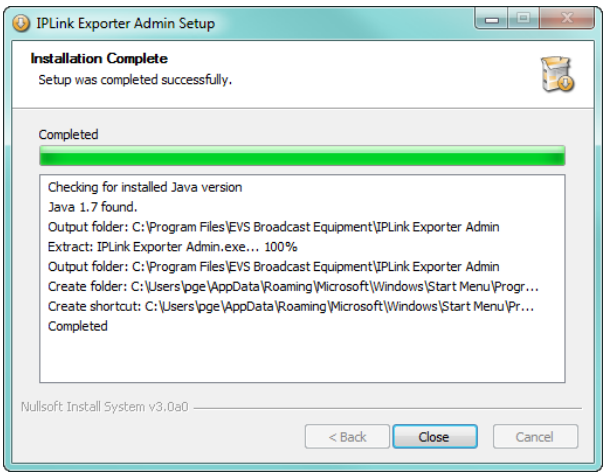
4. From the Welcome window, click **Next** to access the installation parameters:

IPLink Exporter Admin Setup
Welcome to IPLink Exporter Admin Setup
Setup will guide you through the installation of IPLink Exporter Admin.
It is recommended that you close all other applications before starting Setup. This will make it possible to update relevant system files without having to reboot your computer.
Click Next to continue.
Next >
Cancel

5. From the Choose Components window, click **Install** to launch the installation of the Administration tool:


IPLink Exporter Admin Setup
Choose Components
Choose which features of IPLink Exporter Admin you want to install.
Check the components you want to install and uncheck the components you don't want to install. Click Install to start the installation.
Select components to install:
Check Prerequsites
Main
Description
Position your mouse over a component to see its description.
Space required: 14.8MB
Nullsoft Install System v3.0a0
< Back
Install
Cancel

The installation of the Administration tool is launched, it may take several minutes:



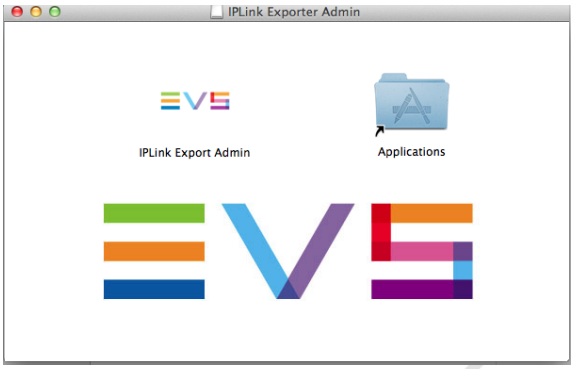
6. Click **Close** when the installation is complete.

2.2. Installation on Mac OS Computer

To install the IPLink Exporter for Adobe Administration tool on your Mac OS computer, proceed as follows:

1. Copy the **IPLinkExporter Admin Setup.dmg** installation file locally.
2. Double-click the installation file or icon.

   The following window opens:



3. Drag the IPLink Export Admin icon onto the Applications icon.

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3. Configuration

3.1. Opening the IPLink Exporter Admin Tool

To open theIPLink Exporter Administration tool, select **IPLink Exporter Admin** from the Windows Start menu.

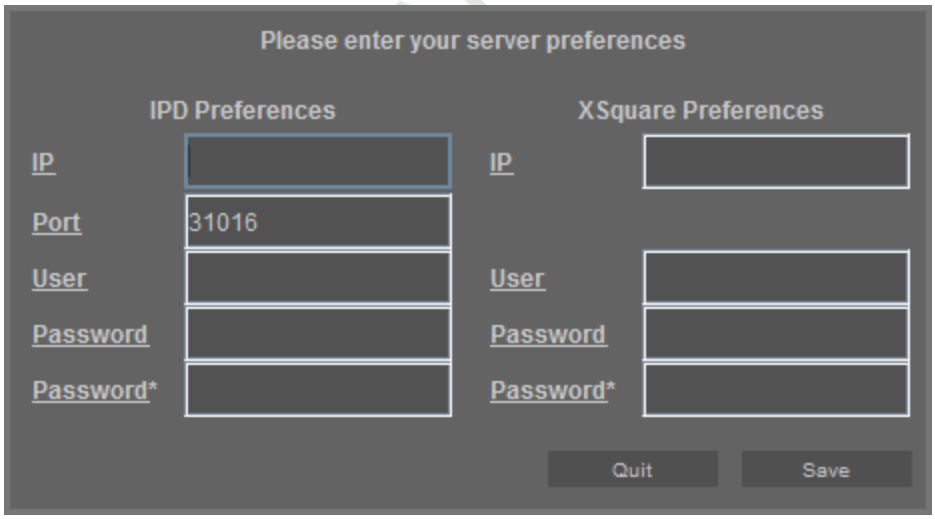
At the first time, the Preferences window opens.

Next time, the IPLink Exporter Admin window will open.

3.2. Setting the Preferences

Accessing the Preferences Window

When you open the IPLink Exporter Admin tool for the first time, the Preferences window opens:



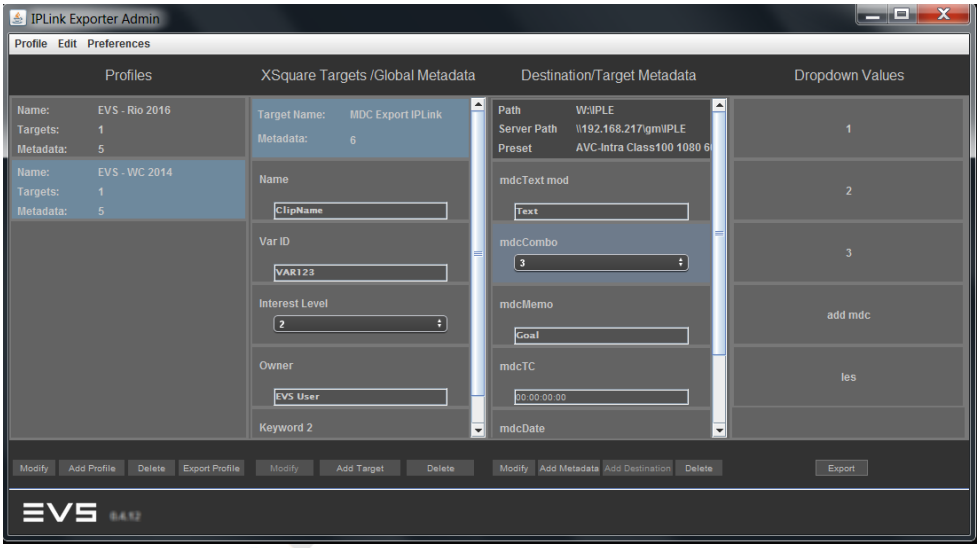
This window can be accessed afterward by clicking the **Preferences > ServerPreferences**option from the Menu bar of the IPLink Exporter Admin window or by pressing Ctrl+P.

How to Set the Preferences

To set the Preferences, proceed as follows:

1. Enter the parameters of the IPDirector database server: IP address, username, password, password confirmation.
2. Enter the parameters of the Xsquare workstation: IP address, username, password, password confirmation.
3. Click **Save**.

   The IPLink Exporter Admin window opens:



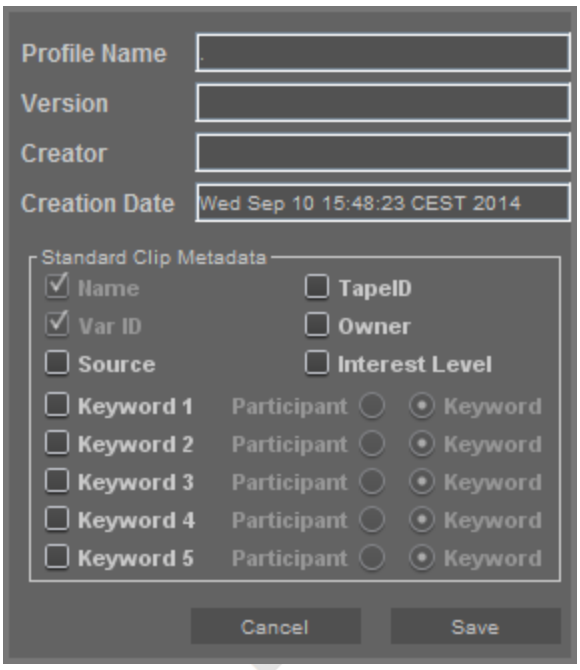
   At first opening, the window is empty.

3.3. Creating an Export Profile

This operation is used to give a name to an export profile and to select the standard metadata to be associated with the export profile.

1. Click the **Add Profile** button, or select **Add Profile** from the Profile menu of the Menu bar, or press Alt+P.

   The following window opens:



2. Enter a name for the export profile
3. Enter a version number for your export profile
4. Enter your name or identification in the **Creator** field.
5. Select the standard metadata you want to be linked to the exported Adobe sequence.
6. Click **Save**.

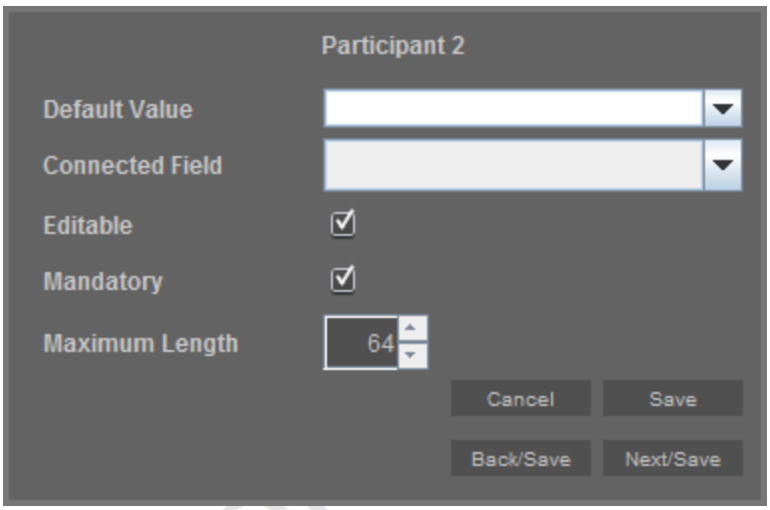
   The export profile is listed in the Profiles column of the IPLink Exporter Admin window. Its selected standard metadata fields are listed in the Xsquare Targets / Global Metadata column.

3.4. Setting the Parameters for the Standard Metadata

This operation is used to enter values for the standard metadata, to set whether they will be editable by the IPLink Exporter plugin users and to set whether users will be obliged to enter a value.

1. Select a metadata field.
2. Click the **Modify** button under the Xsquare Targets / Global Metadata column.

   The following window opens:



3. (optional) In the **Default Value** field, set the value to be taken as the default one. This can be a customer-defined value, **XMP Value** or **Sequence Name**.

   Sequence Name: the metadata value will be the name of the exported sequence.

   XMP Value: when an edit has been imported into Premiere Pro by the IPLink plugin, its associated metadata are displayed as EVS Edit metadata in Premiere Pro. It is possible to select one of them as default value for the current metadata.

4. (optional) In the **Connected Field** field, select the standard metadata to link to the current one. So, the value of the current metadata will be used for the metadata selected in the field.

Note
If you want to use the value of a metadata (source) for several other metadata, you need to proceed as follows:
1. In the **Connected Field** field of the source metadata (MD1), select one of the metadata to connect (MD2).
2. In the **Connected Field** field of the connected metadata (MD2), select a second metadata (MD3) to connect to the source MD1.
3. and so on.

5. (optional) To allow the users to edit the metadata value from the IPLink Exporter window, select the **Editable** option.

6. (optional) To make it compulsory for the users to fill in a value for the metadata from the IPLink Exporter window, select the **Mandatory** option.
7. (optional) Set the maximum number of alphanumeric characters for the metadata value.
8. Click **Next/Save** to save the metadata settings and keep the window open on the next metadata.

   Click **Back/Save** to save the metadata settings and keep the window open on the previous metadata.

   Click **Save** to save the metadata settings and close the window.

   The selected values are displayed in the metadata fields.

3.5. Selecting an Xsquare Target

Concepts around Target

This operation is used to select the Xsquare target corresponding to the job to be processed on the Adobe sequence. A job is made up of the following elements:

- a job template: mainly the encoder/wrapper profile
- a destination name: type of destination for the job output (such as To EVS, To File, To Avid)
- a destination: physical location where the output of the job must be stored.

Several targets can be added to a selected export profile.

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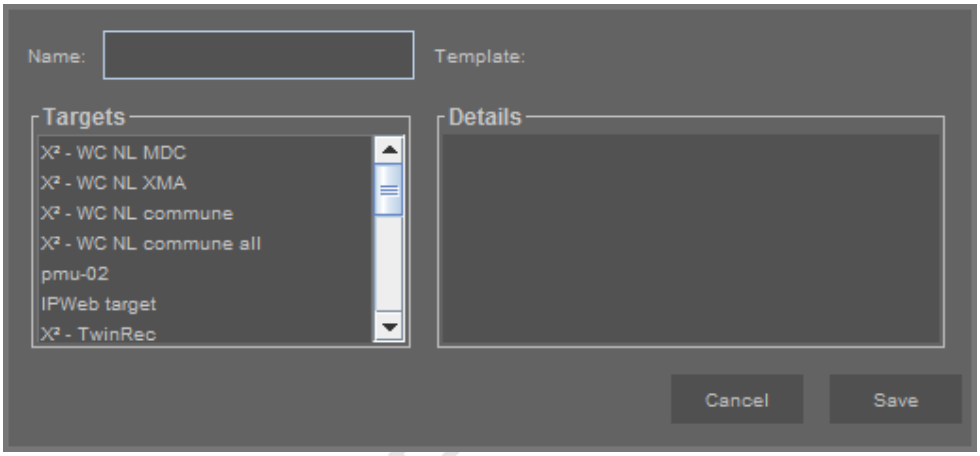
How to Select an Xsquare Target

To select an Xsquare target, proceed as follows:

1. Click the **Add Target** button, or select **Add Target** from the Profile menu of the Menu bar, or press Alt+T.

   The connection to Xsquare is being established.

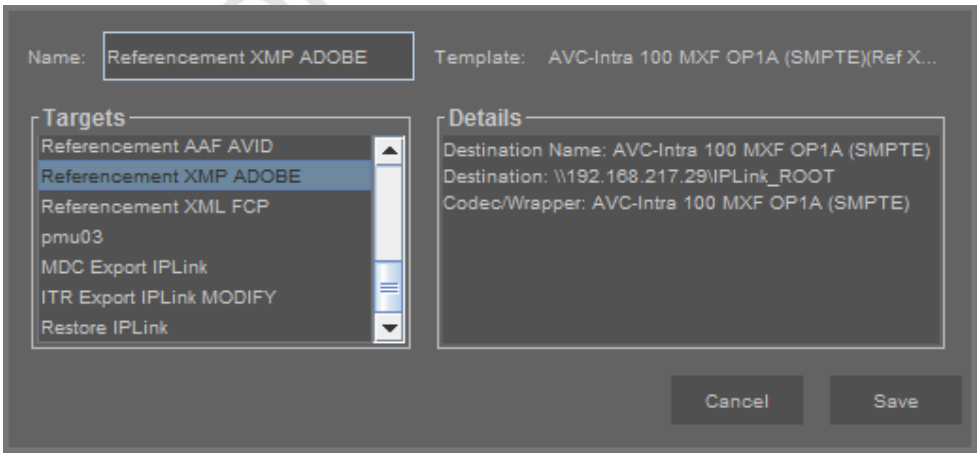
   The following window opens:



   It lists all the targets defined on the connected Xsquare.

2. Select an Xsquare target from the Targets list.

   The target details are loaded:



3. Click **Save**.

   The selected Xsquare target name is displayed on the top of the Xsquare Targets / Global Metadata column.

3.6. Adding Customized Metadata to the Export Profile

Concepts around Metadata Profiles

This step is optional. It is used to select the customized metadata fields to be associated with the export profile.

Customized Metadata is customer-defined data used to describe or classify A/V material.

A metadata profile is made of a set of user fields which are managed together.

Metadata user fields are created and associated into metadata profiles from the Metadata Profiles Management window in IPDirector.

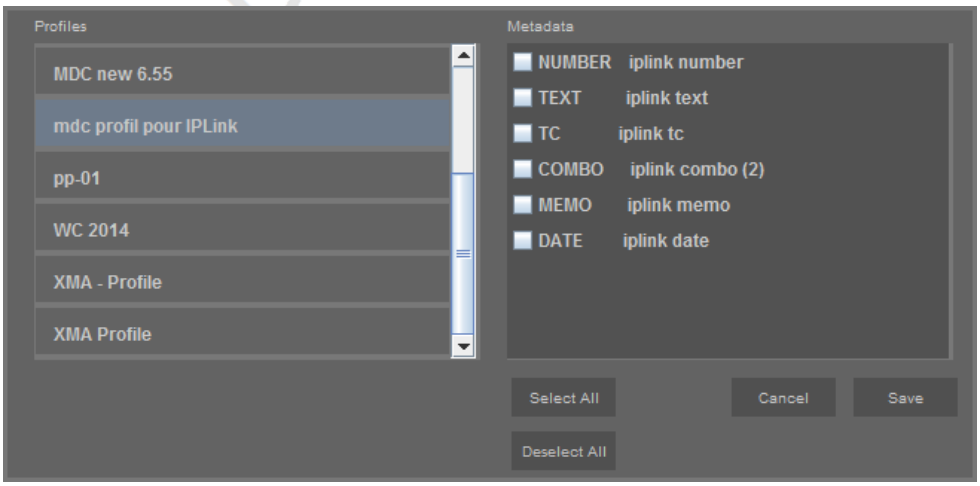
How to Add Customized Metadata to a Selected Target

Several Xsquare targets may have been added to the selected export profile. A different set of customized metadata may be assigned to each target.

1. Select an Xsquare target by clicking on its area, to be able to add metadata.
2. Click the **Add Metadata**button, or select **Add Metadata** from the Profile menu of the Menu bar, or press Alt + M.

   The connection to IPDirector is being established.

   The following window opens:



   The Profiles pane lists all the metadata profiles stored in the IPDirector database.
3. Select one of the metadata profiles.

   The user fields making up the metadata profile are listed in the Metadata pane.
4. Select the metadata you want to be associated with the export profile.

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5. Click **Save**.

   The metadata fields are listed in the Destination / Target Metadata column.

Warning
Be careful when selecting a metadata profile and the metadata.
If you have selected a wrong metadata profile, you will have to delete each customized metadata field before being able to choose another metadata profile.
See section "Other Possible Operations" on page 13 for the removal of a customized metadata.

3.7. Setting the Parameters for the Customized Metadata

This operation is used to enter values for the customized metadata, set whether users will allowed to edit the previously defined values and set whether users will be obliged to enter a value.

The procedure is the same as for the standard metadata but the **Modify** button to click to access the window is located under the Destination / Target Metadata column.

See section "Setting the Parameters for the Standard Metadata" on page 8.

3.8. Setting the Destination for the Exported Sequence

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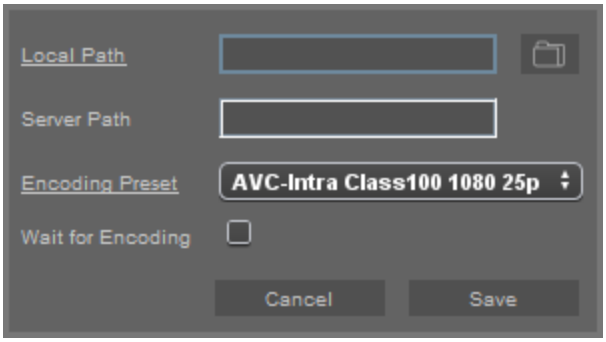
This step is used to define the temporary folder where Adobe will send its temporary file of rendered sequence. Xsquare will then process the file and send it to the destination set in the Xsquare target.

1. Select an Xsquare target.
2. Click the **Add Destination**button, or select **Add Destination** from the Profile menu of the Menu bar, or press Alt+D.

   The following window opens:



3. Enter a local path or click the button to browse to the required folder.

   On a MAC OS workstation, the local path must be entered as follows: /Volumes</Local Path>.

4. Enter a server path.
5. Select an encoder or wrapper from the **Encoding Preset** field.
6. Select the **Wait for Encoding** option to force Xsquare to wait that Adobe has finished its rendering process before processing the xml export file. This must always be selected in Windows environment.
7. Click **Save**.

   The selected destination path is displayed on the top of the Destination / Target Metadata column.

3.9. Exporting a Profile

This step is mandatory as the export profiles must be exported to be available from the IPLink Exporter plugin.

1. Select the export profile to be exported by clicking on its area.
2. Click the **Export** button,

   or select **Export Profile** from the Profile menu of the Menu bar,

   or press .
3. Enter the destination path where the export profile xml file must be sent.
4. Click **Open**.

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3.10. Other Possible Operations

Modifying an Export Profile

1. Select an export profile by clicking on its area. It is highlighted.
2. Click the **Modify** button under the Profiles column to modify the selected profile,

   or select **Modify** from the Edit menu of the Menu bar,

   or press .

Deleting an Export Profile

1. Select an export profile by clicking on its area. It is highlighted.
2. Click the **Delete** button under the Profiles column to delete the selected profile,

   or select **Delete** from the Edit menu of the Menu bar,

   or press .

Entering or Modifying the Parameters of a Standard Metadata

1. Select a standard metadata by clicking on its area. It is highlighted.
2. Click the **Modify** button under the Xsquare Targets / Global Metadata column to enter or modify the settings for the selected standard metadata,

   or select **Modify** from the Edit menu of the Menu bar,

   or press

.

Removing a Standard Metadata

1. Select a standard metadata by clicking on its area. It is highlighted.
3. Click the **Delete** button under the Xsquare Targets / Global Metadata column to remove the selected metadata from the export profile,

   or select **Delete** from the Edit menu of the Menu bar,

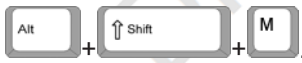
   or press

.

Entering or Modifying the Parameters of a Customized Metadata

1. Select the Xsquare target by clicking on its area to display the customized metadata.
2. Select a customized metadata by clicking on its area. It is highlighted.
3. Click the **Modify** button under the Destination / Target Metadata column to enter or modify the settings for the selected customized metadata,

   or select **Modify** from the Edit menu of the Menu bar,

   or press 

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Removing a Customized Metadata

1. Select the Xsquare target by clicking on its area to display the customized metadata.
2. Select a customized metadata by clicking on its area. It is highlighted.
2. Click the **Delete** button under the Destination / Target Metadata column to remove the selected metadata from the export profile,

   or select **Delete** from the Edit menu of the Menu bar,

   or press

.

Selecting another Xsquare Target

1. Select the Xsquare target by clicking on its area. It is highlighted.
2. Click the **Modify** button under the Xsquare Targets / Global Metadata column to select another Xsquare target,

   or select **Modify** from the Edit menu of the Menu bar,

   or press

.
3. Select another target.

Disabling an Xsquare Target

1. Select the Xsquare target by clicking on its area. It is highlighted.
2. Click the **Modify** button under the Xsquare Targets / Global Metadata column to select another Xsquare target,

   or select **Modify** from the Edit menu of the Menu bar,

   or press

.
3. Select the **Diable Target** option.

   The target will not be removed from the Admin application but it will be be disabled.

Removing the Selected Xsquare Target

1. Select the Xsquare target by clicking on its area. It is highlighted.
2. Click the **Delete** button under the Xsquare Targets / Global Metadata column to remove the Xsquare target from the export profile,

   or select **Delete** from the Edit menu of the Menu bar,

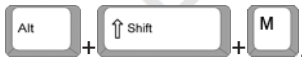
   or press

.

Modifying a Destination for Temporary Exported File

1. Select the destination by clicking on its area. It is highlighted.
2. Click the **Modify** button under the Destination / Target Metadata column to modify the selected destination path,

   or select **Modify** from the Edit menu of the Menu bar,

   or press 

.

Removing the Selected Destination for Temporary Exported File

1. Select the destination by clicking on its area. It is highlighted.
2. Click the **Delete** button under the Destination / Target Metadata column to remove the destination from the export profile,

   or select **Delete** from the Edit menu of the Menu bar,

   or press

.

Importing an Export Profile

1. Select **Import Profile** from the Profile menu of the Menu bar, or press

.
2. Select the export profile xml file to import.
3. Click **Open**.

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